



May 31, 2006

TO: All Missouri School Superintendents/School Transportation Directors:

It has come to our attention that our records are not completely up-to-date on the number of school buses that regularly use railroad crossings. Enclosed please find a spreadsheet we are requesting you complete and return within 30 days of receiving this letter. This information is extremely important and will help keep our information current as to the level of school bus activity at all railroad crossings in Missouri.

We are requesting the information in as specific a format as possible, however, if you do not have all the information requested for each crossing please fill in as much as you possibly can and add any further descriptions or other indicators as are available.

This information will be added to our database and may be used in some circumstances as one of many possible considerations to upgrade a crossing or to add lights and gates at a crossing that doesn't have lights or gates. Therefore, it is extremely important that you complete the spreadsheet and return it to our office as soon as possible.

The most important identification number for each crossing is the US DOT #. You will find this number posted at every crossing. On a crossing with no lights or gates it will be posted on the large poles on either side of the crossing that supports the "X" shape railroad crossing signs. It is most helpful if you can obtain this number;- however, in obtaining this number please be extremely careful at the railroad crossing and do not walk on or between the tracks or on other railroad property when obtaining this number. Also please be aware of approaching trains and do not approach the area when a train is in the crossing. At signalized crossings, the number will be posted either on a small silver building next to the crossing or on a post that supports the equipment (see examples below).



You are also free to add any comment on any crossing you have a concern with or feel there are sight distances or other safety issues at any crossing that school buses from your district use. You may include those comments on the spreadsheet or attach on a separate sheet of paper. If your school district boundaries do not include any railroad crossings, please write “no crossings” and return to us.

Please send completed spreadsheets to:
MoDOT Railroad Section
PO Box 270
Jefferson City, MO 65102

If you have any questions about this survey or any other railroad safety concern, please do not hesitate to contact our office at 573-526-2169 or 573-526-5570 and speak to any staff member. Thank you for your attention to this matter.

Sincerely,

Rodney Massman

MoDOT Railroad Section